

**VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN**

(Official Minutes)

SPECIAL MEETING of the VILLAGE BOARD OF TRUSTEES

**Saturday, June 18, 2016**

Village President Pat Kenny called the special meeting of the Village Board to order at 10:30 am in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Trustees Present:** Roll call vote: President Pat Kenny, Stan Livingston, Rick Pappas, Arvid Petersen, Tom Whowell

**Trustees Absent:** David Prudden, Tom McGreevy

**Also Present:** Administrator Dennis Martin

**General Business**

**Accept Resignation of Elite Lawn Care**

Martin stated that after receiving a verbal warning from the Village on June 1, 2016 for not providing the landscape maintenance service as spelled out in the contract, Elite Lawn Care owner Mike Pauley resigned and last provided services on June 10, 2016. With only 10 days of service in the 30-day month, Elite will receive one more check for one-third the monthly contracted rate.

Trustee Whowell/Trustee Petersen 2<sup>nd</sup> made a MOTION to accept the resignation of Elite Lawn Care from the 2016-18 landscape maintenance service contract awarded last fall, and the MOTION carried without negative vote.

**Consider Bids for Lawn Care Maintenance Services for Remainder of 2016 Season**

Martin stated that after receiving the notice of resignation from Pauley, he solicited bids from local landscape firms to provide services for the remainder of the 2016 season. Proposals were submitted by Blackstone Landscape, Inc., Clear View Landscape Construction, Inc., and RYCO Landscaping. Blackstone bid \$37,725 to provide services for the last two weeks of June and for the months of July through November. Clear View bid \$27,950 to provide services for the last two weeks of June and for the months of July through November. RYCO bid \$9,999 per month, which would be \$4,999.50 for June and \$49,995 for July through November, or a total of \$54,994.50. In an emailed message to the Village, Village Attorney Dale Thorpe stated that the Village Board is not required by law to take the lowest bidder on a landscape maintenance contract. Trustee Whowell, the Park Commission chairman, stated that he would like the Village to accept the bid submitted by Blackstone, as the firm had provided quality landscape maintenance services to the Village since 2010 prior to being out-bid for the contract last fall. Whowell stated that there were some concerns last year, but Blackstone has always provided excellent service and is currently employed by many businesses in the Village. Whowell stated although Clear View submitted a lower bid, the firm is new and it is not certain how good of service the Village would receive if they were hired for the remainder of the season. Whowell stated that the Board should also consider approving the quotes Blackstone provided for the landscape services for 2017 and 2018. Trustee Livingston stated that he has concerns that Blackstone reportedly left last fall without completing some of the final contracted items after their RFP was not approved. Trustee Pappas stated that he thinks a new RFP should be issued after this season. President Kenny stated that maybe Blackstone would split the approximate \$10,000 difference between the Clear View bid and provide services for the rest of this year for \$32,725, or \$5,000 cheaper. Pappas stated that he did not think that would be appropriate to ask Blackstone to accept a lower amount. Pappas also asked if the Village ends up having Blackstone take care of more areas that were not included in the current RFP, what the hourly "time and materials" rate would be for add-on services. Following discussion, Martin stated that the bid and the approval at the special meeting was only for the areas in the RFP and only for the rest of this year. If there are going to be other areas added to the contracted service areas, Martin stated that they need to be negotiated with the approved service provider and a proposed cost will be brought back for Village Board consideration. During the rest of the season, staff will be working with the provider to come up with a recommendation for the service areas and what exactly will be included in an RFP for the landscape maintenance services if the Village Board directs staff to issue it again in the fall.

Trustee Whowell/Trustee Petersen 2<sup>nd</sup> made a MOTION to accept the \$37,725 bid submitted by

Blackstone Landscape, Inc., to provide for the rest of the 2016 season the landscape maintenance services described in the RFP issued last fall, and the MOTION carried without negative vote.

**Adjournment**

Trustee Whowell/Trustee Livingston 2<sup>nd</sup> made a MOTION at 10:43 am to adjourn the meeting, and the MOTION carried without negative vote.

Minutes prepared by: Dennis Martin, Village Administrator

Note: These minutes are subject to further editing. Once approved by the Village Board, the official minutes will be kept on file at the Village Hall.

APPROVED: 07/11/2016